COMMITTEE ON PAPERS LAID ON THE TABLE

(2005-2006)

FOURTEENTH LOK SABHA

SEVENTH REPORT

[Action Taken by Government on the Recommendations/Observations made by the Committee on Papers Laid on the Table in their Twelfth and Thirteenth Reports (Thirteenth Lok Sabha)]

(Presented on 20 *December,* 2005*)*

सत्यमेव जयते

LOK SABHA SECRETARIAT
NEW DELHI

December, 2005/*Agrahayana,* 1927 *(Saka)*

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COMPOSITION OF THE COMMITTEE ON PAPERS LAID ON THE TABLE (2005-2006)

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INTRODUCTION

I, the Chairman of the Committee on Papers Laid on the Table, having been authorised by the Committee to present the Report on their behalf, present this Seventh Report on the action taken by Government on the recommendations/observations contained in the Twelfth and Thirteenth Reports (Thirteenth Lok Sabha) of the Committee on Papers Laid on the Table.

2. The Committee considered and adopted this Report at their sitting held on 13 December, 2005.

NEW DELHI;
December, 2005
Agrahayana, 1927 *(Saka)*

HANNAN MOLLAH,
Chairman,
Committee on Papers Laid on the Table

REPORT

This report of the Committee on Papers Laid on the Table deals with the action taken by Government on the recommendations/observations contained in their Twelfth and Thirteenth Reports (13th Lok Sabha) which were presented to Lok Sabha on 21.8.2003.

2. The Twelfth Report dealt with delay in laying Annual Reports and Audited Accounts of (i) National Jute Manufactures Corporation Ltd. Kolkata; (ii) Sikkim Livestock Processing and Development Corporation Ltd., Gangtok; (iii) National Institute of Industrial Engineering, Mumbai; and (iv) Raja Rammohan Roy Library Foundation, Kolkata.

3. The Thirteenth Report dealt with delay in laying Annual Reports and Audited Accounts of (i) National Institute for the Visually Handicapped, Dehradun; (ii) Institute for the Physically Handicapped, New Delhi; (iii) National Institute of Rehabilitation Training & Research, Cuttack; (iv) Indian Council of Historical Research, New Delhi; and (v) Indian Institute of Advanced Study, Shimla.

4. Action Taken Notes have been received from the Government in respect of all the recommendations/observations contained in the Reports. Accordingly, a statement showing the action taken by the Government on the recommendations/observations contained in the Twelfth and Thirteenth Reports (13th Lok Sabha) is given in Appendices-I & II respectively. The Committee note that a scrutiny of these replies given by the Ministries indicate that the action taken or proposed to be taken by the Government in respect of some of their recommendations is either incomplete or not satisfactory. The Committee require that final reply in respect of the recommendations for which only interim reply has been given by the Government ought to be furnished to the Committee at the earliest.

5. The Committee will now deal with the action taken by the Government on some of their recommendations/observations in succeeding paragraphs.

6. The Committee had recommended in para no. 1.12 (12th Report) relating to delay in laying the documents of National Jute Manufactures Corporation Ltd., Kolkata as under:—

> "The Committee recommend that the Ministry of Textiles/NJMC should draw up a schedule stipulating time limit for completion of each stage of the work relating to preparation of the Annual Report and Audited Accounts and it should remain in touch with the NJMC for its strict compliance. The Committee would like the Ministry of Textiles to ensure that the documents are placed before Parliament within the stipulated period of nine months from the close of the accounting year in future."

The Ministry of Textiles in their action taken reply have stated as under:—

> "A schedule stipulating time limit for completion of each stage of the work relating to preparation of the Annual Report and Audited Accounts has been drawn. Steps are being taken to ensure that the documents are placed before Parliament within the stipulated period of nine months from the close of the accounting year in future."

The Committee regret to point out that reply given by the Government is vague. The details of the time schedule for completion of each stage of the finalisation of the documents of NJMC have not been furnished by the Ministry. It is also not clear whether a time schedule, if drawn, has been communicated to the NJMC for its strict compliance. In the absence of these details, the Committee find the action taken by the Government incomplete and unsatisfactory. The Committee would, therefore, like to be apprised of the time schedule prepared indicating each stage of work in this regard and the kind of monitoring mechanism put in place to enforce compliance with the target dates of the schedule.

7. The Committee had recommended in para 2.12 (12th Report) relating to delay in laying Annual Reports and Audited Accounts of Sikkim Livestock and Processing Development Corporation Ltd., Gangtok as under:—

> "The Committee note that the Annual Reports and Audited Accounts of Sikkim Livestock and Processing Development Corporation Ltd., Gangtok for the years 1988-89 to 1993-94 were laid on the Table of the House on 12.8.1997 *i.e.* after a delay ranging from 7½ years to 2½ years. The Committee regret to note that the inordinate delay is primarily due to delay in compilation of the accounts by the Corporation. The Corporation had taken 16 months to forward to the Ministry the Annual Reports and Audited Accounts for the years 1988-89 to 1993-94 after approval by the Board of Governors on 6.10.1994. It is inexplicable why the Corporation should take over 16 months just for transmitting the documents to the Ministry. This is indicative of lack of seriousness on the part of the Corporation in expediting the process of laying the documents on the Table of Lok Sabha."

The Ministry of Agriculture in their action taken reply have stated as under:—

> "The Sikkim Livestock Processing and Development Corporation Limited, Gangtok approached the AG Audit, Sikkim on 12.6.1991 for the audit of their accounts. Thereafter, the delay took place because the AG advised the Corporation to obtain the permission of the CAG. However, the Corporation was established under the Sikkim Companies Act, 1961 and not under the Indian Companies Act, 1956. Thus the CAG's certificate was not required but valuable time was lost in the correspondence with the CAG. The Corporation received information from the CAG on 7.4.1994. Although, the accounts were handed over on 18.11.1994. The AG Audit began on 1.1.1994. Meanwhile the Board of the corporation approved the accounts on 6.10.1994 and a Statutory Auditor was appointed on 2.5.1994. The AG completed the audit with audit certificate on

> 3.11.1995. Thus the maximum delay took place in getting the clarification whether CAG's certificate was required or not."

The fact that the Corporation took about 16 months in its correspondence with C&AG over one clarification that no C&AG certificate/comments were required for the audited accounts of the Corporation speaks about the kind of seriousness attached by the Corporation to the timely finalisation and laying of the documents before the House. The Committee strongly disapprove of such casual approach of the Corporation/Ministry in this regard and urge them to be more careful in future to prevent recurrence of such avoidable delays.

8. In para 2.13 of their Twelfth Report (13th Lok Sabha), with regard to the delay in laying the Annual Reports and Audited Accounts of the Sikkim Livestock Processing and Development Corporation Ltd., the Committee had noted as order:—

> "The Committee also note that the Ministry of Agriculture sent the incomplete (without C&AG comments) documents to the Lok Sabha Secretariat for laying them on the Table of the House. These were, however, withdrawn by the Ministry on 26.8.1996. Thereafter, the Ministry took about one year in sending the complete documents to Lok Sabha Secretariat for laying on the Table i.e. on 7.8.1997. The Committee would like to know the efforts made both by the Corporation and the Ministry concerned to obtain the C&AG comments during this period of about one year."

The Ministry of Agriculture (Department of Animal Husbandry) in their action taken reply dated 20.11.2003 have stated as under:—

> "The Indian Companies Act, 1956 is not extended to Sikkim, hence the audit certificate and comments of CAG are not required."

The Committee find that the reply of the Ministry of Agriculture (Department of Animal Husbandry) is neither specific nor satisfactory since it has not explained the specific efforts made by the Ministry during the one year time particularly when it was known that the audit certificate/comments of C&AG were not required in the matter. In the absence of the requirement of audit certificate from C&AG, there is apparently no justified reason for the Ministry to take a long period of one year to return the documents for being laid on the Table. The Committee deprecate the casual manner in which the Ministry has furnished the reply. The Committee, therefore, would like to be apprised of the genuine reasons, if any, for the delay of one year in the matter.

9. In para 2.16 of the Twelfth Report (13th LS), the Committee had recommended as under:—

> "The Committee recommend that the Ministry of Agriculture in consultation with the Corporation and the audit authorities should draw up a schedule of time limits for completion of task at various stages of finalisation and laying of these documents. To achieve the desired result, the Committee also recommend that a senior officer, both in the Ministry and the Corporation,

> should be entrusted with the task to ensure timely finalisation of the documents as per schedule. The Committee would like to be apprised of the action taken in this regard."

The Ministry of Agriculture (Department of Animal Husbandry) while expressing their views on the above recommendation stated as under:—

> "A Senior Officer in the Ministry at the level of Assistant Commissioner, supervised by a Joint Secretary and at the level of Corporation by the MD supervised by the Secretary (AH) of Government of Sikkim have been entrusted with the task of ensuring timely finalisation of documents as per the schedule."

From the action taken reply furnished by the Ministry of Agriculture (Department of Animal Husbandry & Dairy) the Committee find that it is not evident whether or not a time schedule for completion of the task at various stages of finalisation and laying of the documents of Sikkim Livestock and Processing Development Corporation has been drawn up by the Ministry/Corporation. The Committee would like the Ministry/ Corporation to draw up such a time schedule, if not already done, and furnish details thereof to the Committee for their information at the earliest.

10. Similarly in respect of laying Annual Reports & Audited Accounts of Raja Rammohan Roy Library Foundation, Kolkata in para 4.7 (12th Report), the Committee had recommended as under:—

> "....the Committee recommend that the Raja Rammohan Roy Library Foundation, Kolkata in consultation with their administrative Ministry must draw up a schedule of time limits for completion of task at various stages.....the Committee desire that a schedule of time limit so prepared be furnished to the Committee for their consideration."

The then Ministry of Tourism & Culture (Department of Culture) in their O.M. dated 19.12.2003 furnished the reply as under:—

> "....A fresh time schedule has since been prescribed which is as follows:—

Date of submission of Annual Accounts	20th May
Date of finalisation of Audit Report	20th July
Date of approval by Board	20th August
Printing to be completed	30th November
To be submitted to the Department of Culture	15th December"

From the above time schedule, it may be seen that the Foundation is required to send the documents to the Ministry of Culture by 15 December for laying them before Parliament. It may be pointed out that before laying the documents in the House, the Ministry have to complete certain formalities *viz.* preparation of review of performance and activities of the Foundation, authentication of the documents from their Minister and sending the documents to Parliament for laying. If the date of sending the documents by the Foundation to the Ministry is fixed as 15 December, it would be difficult for the Ministry to complete these formalities and place them before

Parliament in time during the winter session which normaly ends by the third week of December every year. The Committee, therefore, desire that the time schedule may be drawn afresh so as to give sufficient time to the Ministry to complete the various formalities involved to facilitate timely laying of the documents and the Committee be apprised of the action taken in this regard.

11. The Committee had recommended in para 1.5 (13th Report) relating to the Annual Reports and Audited Accounts of National Institute of Visually Handicapped, Dehradun as under:—

> "The Committee note that the Annual Report and Audited Accounts of National Institute of Visually Handicapped, Dehradun for the year 1998-99 were laid on the Table of the House on 20.12.2000 *i.e.* after a delay of more than 11 months."

In their action taken reply the Ministry of Social Justice & Empowerment have stated that "the matter of timely completion of the audit and issuing of audit certificate by the Accountant General, Uttaranchal is being pursued with the concerned officers".

The Committee would like to know the outcome of the consultations made by Ministry/Institute with the officers of AG, Uttaranchal in the matter of timely completion of audit.

12. The Committee had recommended in para 2.8 (13th Report) relating to delay in laying Annual Reports and Audited Accounts of Institute for Physically Handicapped, New Delhi as under:—

> "The Committee note that there has been delay ranging from 2 months to 12 months in laying the Annual Reports and Audited Accounts of the Institute for Physically Handicapped, New Delhi for the years 1995-96 to 2001-2002. The Ministry of Social Justice and Empowerment have expressed regret for the delay. The Committee note that the main reasons contributed towards delay for the year 1995-96 to 2001-2002 were (i) undue time taken by auditors in auditing of accounts, issue of final audit report/certificate by DGACR; (ii) delay at the stage of translation & printing of the documents; and (iii) laying of the documents by the Ministry, after receipt from the Institute. Thus, the delay occurred partly at the level of auditing of accounts and partly at the level of the Institute and the Ministry."

In their Action Taken Reply the Ministry of Social Justice and Empowerment stated (O.M. dt. 17.10.03) as under:—

> "To ensure speedy compilation of accounts, computerisation is being done. The national Institutes have been advised to plan their activities in a manner that ensures that Annual Report and Accounts can be Tabled in the Winter Session of Parliament every year."

The Committee are glad to note the various steps taken by the Ministry to ensure speedy compilation of accounts. However, the Committee would like to be apprised of the result of such steps and the latest position in this regard.

13. The Committee had recommended in para 3.9 (13th Report) relating to National Institute of Rehabilitation Training and Research, Cuttack as under:—

> "In order to ensure timely laying of documents in the House, the Committee suggest that a time schedule indicating time limits for each stage involved in preparation, approval and laying of the Annual Report and Audited Accounts of the Institute should be prepared by the Ministry and communicated to the Institute for strict adherence. The Committee would like to be apprised of the action taken in this regard."

In their action taken reply, the Ministry of Social Justice Empowerment have stated (O.M. dt. 17.10.03) as under:—

> "A time schedule of the various stages involved with the preparation of Annual Report and Audited Accounts has been prepared in consultation with the National Institute of Rehabilitation Training & Research, Cuttack."

The Committee find that no details of the time schedule have been furnished by the Ministry concerned. In the absence of such detailed time schedule and a proper monitoring mechanism to enforce compliance with target dates of the schedule, it would be difficult to ensure timely finalisation and laying of the requisite documents. The Committee would like to know from the Ministry of Social Justice and Empowerment the details of the time schedule so prepared in this regard.

NEW DELHI;
December, 2005
Agrahayana, 1927 (*Saka*)

HANNAN MOLLAH,
Chairman,
Committee on Papers Laid on the Table.

APPENDIX-I

(*Vide* Para 4 of the report)

STATEMENT SHOWING ACTION TAKEN BY GOVERNMENT ON THE RECOMMENDATIONS/OBSERVATIONS OF THE COMMITTEE ON PAPERS LAID ON THE TABLE MADE IN THEIR TWELFTH REPORT (13TH LOK SABHA)

Recommendation (Para No. 1.10 of Twelfth Report)

The Committee note that the Annual Report and Audited Accounts of National Jute Manufacturers Corporation Ltd., Kolkata for the year 1993-94 were laid on the Table of Lok Sabha on 2.8.1996 *i.e.* after about 19 months over and above the prescribed period of nine months after close of the accounting year. The Committee regret to note that NJMC took about 22 months for compilation of their accounts for the year 1993-94 as against 3 months prescribed by the Committee. The Committee further note that after close of the accounting year, NJMC took 25 months for finalizing their Annual Report which is far in excess of six months that had been set by the Committee.

Reply of the Government

The statutory Auditor's Report on Annual Account, 1993-94 could be received on 14.2.1996 because of which the delay was caused in adopting the Annual Report and comments of the Comptroller & Auditor General of India thereon, in the Annual General Meeting of the Corporation held on 23.4.1996.

[Ministry of Textiles O.M. No. 31/18/2003 JE dated 28.10.2003]

Recommendation (Para No. 1.11 of Twelfth Report)

The Committee also note that Annual Reports and Audited Accounts of NJMC for the succeeding years *i.e.* 1994-95, 1995-96, 1996-97, 1997-98, 1998-99 and 1999-2000 have been laid on the Table of the House on 2.8.1996, 12.3.1999, 16.3.2000, 25.8.2000 and 27.7.2001 *i.e.* after a delay of about 7 months, 26 ½ months, 26 months, 20 months, 12 months and 7 months respectively after close of the relevant accounting year. However, these documents for the year 2000-2001 and 2001-02 which were required to be laid on the Table by 31.12.2001 and 31.12.2002 have not so far been laid on the Table of the House. The Committee take a serious view of the delay in laying these reports even when the Committee have been examining the question of delay.

Reply of the Government

Annual Reports and Audited Accounts of NJMC for the year 2000-01 and 2001-02 have been laid on the Table of the House on 3.5.2002 and 25.4.2003 respectively.

[Ministry of Textiles O.M. No. 31/18/2003 JE dated 28.10.2003]

Recommendation (Para No. 1.12 of Twelfth Report)

The Committee recommend that the Ministry of Textiles/NJMC should draw up a schedule stipulating time limit for completion of each stage of the work relating to preparation of the Annual Report and Audited Accounts and it should remain in touch with the NJMC for its strict compliance. The Committee would like the Ministry of Textiles to ensure that the documents are placed before Parliament within the stipulated period of nine months from the close of the accounting year in future.

Reply of the Government

A schedule stipulating time limit for completion of each stage of the work relating to preparation of the Annual Report and Audited Accounts has been drawn. Steps are being taken to ensure that the documents are placed before Parliament within the stipulated period of nine months from the close of accounting year in future.

[Ministry of Textiles O.M. No. 31/18/2003 JE dated 28.10.2003]

Recommendation (Para No. 2.12 of Twelfth Report)

The Committee note that the Annual Reports and Audited Accounts of Sikkim Livestock and Processing Development Corporation Ltd., Gangtok for the years 1988-89 to 1993-94 were laid on the Table of the House on 12.8.1997 *i.e.* after a delay ranging from 7½ years to 2½ years. The Committee regret to note that the inordinate delay is primarily due to delay in compilation of the accounts by the Corporation. The Corporation had taken 16 months to forward to the Ministry the Annual Reports and Audited Accounts for the years 1988-89 to 1993-94 after approval by the Board of Governors on 6.10.1994. It is inexplicable why the Corporation should take over 16 months just for transmitting the documents to the Ministry. This is indicative of lack of seriousness on the part of the Corporation in expediting the process of laying the documents on the Table of Lok Sabha.

Reply of the Government

The Sikkim Livestock Processing and Development Corporation Limited, Gangtok approached the AG Audit, Sikkim on 12.6.1991 for the Audit of their accounts. Thereafter, the delay took place because the AG advised the Corporation to obtain the permission of the CAG. However, the Corporation was established under the Sikkim Companies Act, 1961 and not under the Indian Companies Act, 1956. Thus the CAG's certificate was not required but valuable time was lost in the correspondence with the CAG. The Corporation received information from the CAG on 7.4.1994. Although, the accounts were handed over on 18.11.1994, the AG Audit began on 1.1.1995. Meanwhile, the Board of the Corporation approved the accounts on 6.10.1994 and a Statutory auditor was appointed on 2.5.1994. The AG completed the audit with audit certificate on 3.11.1995. Thus the maximum delay took place in getting the clarification whether CAG's certificate was required or not.

[Ministry of Agriculture (Department of Animal Husbandry & Dairy) O.M. No.
18-68/94-Meat dated 20.11.2003]

Recommendation (Para No. 2.13 of Twelfth Report)

The Committee also note that the Ministry of Agriculture sent the incomplete (without C&AG comments) documents to the Lok Sabha Secretariat for laying them on the Table of the House. These were, however, withdrawn by the Ministry on 26.8.1996. Thereafter, the Ministry took about one year in sending the complete documents to Lok Sabha Secretariat for laying on the Table *i.e.* on 7.8.1997. The Committee would like to know the efforts made both by the Corporation and the Ministry concerned to obtain the C&AG comments during this period of about one year.

Reply of the Government

The Indian Companies Act, 1956 is not extended to Sikkim, hence the audit certificate and comments of CAG are not required.

[Ministry of Agriculture (Department of Animal Husbandry & Dairy) O.M. No. 18-68/94-Meat dated 20.11.2003]

Recommendations (Para 2.14 and 2.15 of Twelfth Report)

The Committee note with displeasure that the Annual Reports and Audited Accounts of the Coporation for the subsequent years *i.e.* 1994-95 to 2000-2001 have not so far been laid. The Committee would like to know the progress of the finalisation of these documents and when these are expected to be laid on the Table of the House for the information of the members of Parliament. During evidence, a representative of the Ministry of Agriculture stated that the Corporation would be given a time bound schedule to enable them to finalise these documents. The Committee would like to have details of the time schedule suggested to the Corporation.

From the course of events at the Corporation and the Ministry regarding finalisation and thereafter laying the documents on the Table of Lok Sabha, the Committee are of the opinion that neither the Coporation nor the Ministry made sincere efforts for timely completion of the task at various stages of finalisation of the documents and the things were allowed to take their own time. Had they made sincere efforts, the delay in the laying these documents could have been prevented to a large extent. The Committee feel that the Ministry of Agriculture and the Corporation have failed to fulfil their responsibility of laying the documents within the stipulated period of nine months from the close of the accounting year.

Reply of the Government

The Annual Reports and Audited statement of accounts for the year 1994-95 to 1997-98 were sent for laying on 9.1.2002 *vide* our letter No. 18.68/94 Meat on the Table of Lok Sabha and Rajya Sabha. The Annual Reports and Audited statement of accounts for the years1998-99 to 2000-2001 are ready for laying in the coming session of the Parliament.

[Ministry of Agriculture (Department of Animal Husbandry & Dairy) O.M. No. 18-68/94-Meat dated 20.11.2003]

Recommendation (Para 2.16 of Twelfth Report)

The Committee recommend that the Ministry of Agriculture in consultation with the Corporation and the audit authorities should draw up a schedule of time limits for completion of task at various stages of finalisation and laying of these documents. To achieve the desired result, the Committee also recommend that a senior officer, both in the Ministry and the Corporation, should be entrusted with the task to ensure timely finalisation of the documents as per the schedule. The Committee would like to be apprised of the action taken in this regard.

Reply of the Government

A Senior Officer in the Ministry at the level of Assistant Commissioner, supervised by a Joint Secretary and at the level of Coporation by the MD supervised by the Secretary (AH) of Government of Sikkim have been entrusted with the task of ensuring timely finalisation of ducments as per the Schedule.

[Ministry of Agriculture (Department of Animal Husbandry & Dairy) O.M. No. 18-68/94-Meat dated 20.11.2003]

Recommendation (Para 3.5 of Twelfth Report)

The Committee note that the Annual Report & Audited Accounts of National Institute of Industrial Engineering, Mumbai for the year 1998-99 were laid on the Table of the House on 22.12.2000 *i.e.* after a delay of about 12 months over and above the prescribed period of nine months after close of the accounting year. From the information furnished by the Ministry of Human Resource Development (Department of Secondary Education and Higher Education), the Committee observe that after receipt of accounts from the Institute, the auditors took 6 months to complete the audit and issuing their audit certificate, the Institute took 3 months in getting approval of the documents from its General Body, after close of the accounting year, the Institute took 8 months in finalising their Annual Report as against 6 months stipulated by the Committee, and the Ministry took 9 months in preparing "Review and "Delay Statement" for being laid on the Table of the House.

Reply of the Government

The documents for the year 1998-99 could not be submitted by the Institute to the Ministry in time,as the appoinment of Chairman, Board of Governors of the Institute took time. It is submitted that the documents were received in the Ministry on 7th March 2000. After completing the various procedural formalities, the documents were submitted to MOS (Edu) for the purpose of authentication on 17th May 2000. However, the document were returned on 31st May 2000 due to MOS (Edu.) demitting the office.

The processing of documents took some time, as there was redistribution of work in Technical Education Bureau in the Ministry. Hence, the Institute was asked on 6.11.2000 to provide the details regarding the chronological events to finalization of these documents in prescribed format along with the factual position, which were received on 9.11.2000. The documents along with the delay statement were submitted to the then new Minister of State (Education) on 27.11.2000 for the purpose of authentication.

Documents were signed by the Minister on 18.12.2000 and the same were sent to the Lok/Rajya Sabha Secretariats *vide* OM No. 4-4/2000-TS.II/TS.VI dated 18.12.2000. The documents were laid on the Table of the House on 22.12.2000.

[Ministry of Human Resource Development (Department of Secondary and Higher Education) O.M. No. 1-14/2003-TS.VI dated 23.1.2004]

Recommendation (Para No. 3.6 of Twelfth Report)

From the above, the Committee feel that after handing over the documents to the auditors for auditing the Institute did not make serious efforts to get back audited accounts in time. The reasons for taking 3 months period for getting approval of the documents from the General Body of the Institute are also not clear. The institute ought to have placed these documents at the General Body meeting immediately after receipt of the same from the auditors or at least soon after expiry of the minimum period of notice required to hold the meeting of the General Body. The Ministry of Human Resource Development (Department of Secondary Education and Higher Education) in their Past have taken abnormally long period of nine months just for preparing"Review" and "Delay Statement" which form greater part of the delay in laying these documents on the Table of the House. The Committee feel that these delays could have been obviated had there been sincere attempt on the part of the Institute and the Ministry to ensure timely laying of the documents on the Table of the House.

Reply of the Government

National Institute of Industrial Engineering (NITIE), Mumbai had made reasonable and sufficient efforts to get the annual accounts cleared from the auditors. The Institute made several telephonic contracts with the Office of Principal Director of Audit, Mumbai to expedite the issue of Audited Accounts to the Institute. In addition to this, the Institute had written 3 reminders dated 5th October, 1999, 12th November 1999 and 19th November 1999. It is also submitted that the new Chairman of the Institute took charge on 8th February 2000 and as per his instructions the meeting of Board of Governors (BOG) of the Institute was held on 3.3.2000. Immediately after the approval of BOG, the documents were dispatched to the Ministry on 6.3.2000. The delay that occurred was circumstantial and beyond the control of the Institute.

The Committee has rightly observed that the delay has occurred in the completion of the audit exercise of the annual accounts of the Institute. As a remedial measure, all efforts will be made to reduce that delay in completion of the audit by the AG. The Institute will be asked to depute an officer for liasoning with the AG's office and get the audit exercise completed in time. The Ministry of Human Resource Development also notes the directions of the Committee for strict compliance in future.

[Ministry of Human Resource Development (Department of Secondary and Higher Education) O.M. No. 1-14/2003-TS.VI dated 23.1.2004]

Recommendation (Para No. 3.7 of Twelfth Report)

The Committee note that there had also been delay in laying the Annual Report and Audited Accounts of the Institute for the years 1996-97 and 1997-98 to the extent of about 14½ months and 12 months respectively. There was also delay in laying the documents in respect of the year 1999-2000 to the extent of about 2½ months. The Committee are distressed to note that the Annual Report and Audited Accounts for the year 2000-2003 have been laid on the Table of the House separately on 11.12.2001 and 19.3.2002. The Committee take a serious view of the fact that the Annual Report and Audited Accounts of the Institute for the year 2000-2001 have been laid on the Table of the House separately which is contrary to the recommendation of the Committee. It is needless to say that the incomplete documents lad on the Table of the House do not help Members of Parliament to get a complete picture of the functioning of the Institute. The Committee, therefore, urge that the Annual Report and Audited Accounts should always be laid together.

Reply of the Government

The Committee has noted the delay in laying the papers for the years 1996-97 and 1997-98 and this Ministry's comments for each of the above 2 years are as under:

1996-97

During the period from 1.4.1994 to July 1996, the Institute was under All India Council for Technical Education (AICTE) and during this period, the Institute was getting grants from All India Council for Technical Education (AICTE). There was no budget head for the Institute in this Ministry for the year 1996-97. Although the documents were dispatched to the Ministry by the Institute on 12.12.1997, there was some confusion regarding laying of the documents on account of non-release of grants. Nevertheless, a decision was taken to lay the documents but as the Institute did not send the delay statement, there was further delay in processing the documents. After receipt of the delay statement in December 1998, the documents were processed and laid on the Table of the House on 18.3.1999.

1997-98

Audit Report and Audited Accounts

The Institute finalised the Annual Accounts for the year 1997-98 on 4th May 1998 and these were submitted to Accountant General (AG) on 6.5.1998. The AG commenced the inspection of Accounts on 1st June 1998 and the inspection was completed by AG after a period of 3 months on 1st September 1998. The Annual Accounts were approved by the Auditors on 24th November, 1998. The Annual Accounts (Hindi & English) were dispatched by AG on 2nd December, 1998. The Board of Governors of the Institute approved the Audited Accounts on the same day on 2.12.1998. These documents were sent to this Ministry on 4.12.1998 and the same were laid on the Table of Lok Sabha on 21.12.1999 and on the Table of Rajya Sabha on 17.12.1999.

Annual Report

The Annual Report of the Institute for the year 1997-98 was approved by the Board of Governors of the Institute on 27.11.1998 and the same was dispatched to this Ministry on 4.12.1998 along with the audited accounts. The same were laid on the Table of Lok Sabha on 21.12.1999 and on the Table of Raya Sabha on 17.12.1999.

The reasons for delayed laying of the documents are not on the part of the Institute of the Ministry. The Audited Accounts of the Institute were handed over to Accountant General (AG) on 6.5.1998 and the accounts were dispatched by the AG to the institute on 2.12.1998. This caused a delay of almost 7 months. The Annual Report and the Audited Accounts were got authenticated by Hon'ble Minister for Human Resource Development on 22.3.1999. Immediately after that the 12th Lok Sabha was dissolved on 22.4.1999. After the constitution of 13th Lok Sabha its first session was held from 20.10.999 to 29.10.1999. However, the Winter Session of 1999 started on 29th November, 1999 and continued upto 23rd December, 1999. During this session after the Reports were again authenticated by the then Minister of State (Edu.) and laid on the Table of the Lok Sabha on 21.12.1999. This delay of about 6 months was caused due to the dissolution of 12th Lok Sabha.

1999-2000

Audit Report and Audited Accounts

The Institute finalised the Accounts on 14.5.2000 and the same were submitted to the AG on 1.6.2000. The AG commenced the inspection of accounts on 12.6.2000 and inspection of accounts was completed on 7.7.2000. The accounts were approved and dispatched to the Institute by the Auditors on 30.11.2000. The Board of Governors of the Institute approved the same on 4.12.2000. Thereafter, these documents were dispatched to the Ministry on 19.12.2000. These were received in this Ministry on 19.12.2003 and the same were laid on the Table of Lok Sabha on 20.3.2001.

Annual Report

The Annual Report of the Institute for the year 1999-2000 was approved by the Board of Governors of the Institute on 11.10.2000 and the same was sent to this Ministry on 19.12.2000. The same was received in this Ministry on 19.12.2003 and the same was laid on the Table of Lok Sabha on 20.3.2001.

From the above, it may be seen that the Institute had finalised and submitted the accounts to Principal Director, of Audit, Mumbai, well within the prescribed time schedule. However, the Institute received the audited accounts from Principal Director of Audit on 30.12.2000. The Annual Accounts and Report were placed before the Board of Governors of the Institute on 4.12.2000 and were approved. It is also submitted that there was a postal strike during that period and the Institute genuinely expected that the strike would end soon. However, the strike continue and the Institute delivered the documents in person to the Ministry on 19.12.2000.

2000-2001

Laying of Audit Report and Audited Accounts and the Annual Report for the year 2000-2001 separately.

On 9.6.2001, the Parliamentary Committee on Papers Laid on the Table of Lok Sabha visited the National Institute of Industrial Engineering (NIIE), Mumbai and held its meeting on the same day at Mumbai. After detailed deliberations, the Committee issued seven instructions, the relevant one of which is reproduced hereunder:—

(g) "In case of particular year the Audit Certificate, Audit Report and Audited Accounts could not be ready due to delay in receipt of the same from the Principal Director of Audit (Central) by middle of October, the Institute's Annual Report duly approved by its Board of Governors may be sent to the Ministry by first week of November indicating the reasons for delay in submitting the Audited Accounts, Audit Report and Audit Certificate which may be sent separately as and when received from the Principal Director of Audit (Central). On receipt of the Annual Report by the Ministry, the same will be placed on the Table of the House by the Ministry by December indicating the reasons for delay in not placing the Audited accounts, Audit Report and Audit Certificate, which may be placed later on with detailed statement of events and reasons for the delay."

In view of the above instructions of the Committee on Papers Laid on the Table of Lok Sabha, the Institute requested for laying the annual Report and Audited Statement of Accounts separately and accordingly, this Ministry laid the Audit Report and Audited Accounts and the Annual Report for the year 2000-2001 on the Table of Lok Sabha separately.

Further, in view of the direction of the Committee in para 3.7 above, the Ministry notes for strict future compliance that the Annual Report and Audited Accounts of the institute will always be laid together on the Table of the House.

[Ministry of Human Resource Development (Department of Secondary and Higher Education) O.M. No. 1-14/2003-TS.VI, dated 23.1.2004]

Recommendation (Para No. 3.8 of Twelfth Report)

The Committee in this connection reiterate their earlier recommendation made in para 3.5 of their First Report (Fifth Lok Sabha) presented to Lok Sabha on 8th March, 1976 for future guidance and meticulous compliance both by the Ministry concerned and National Institute of Industrial Engineering, Mumbai:—

> ".....the Committee are of the opinion that normally the Annual Report and Audited accounts of autonomous organizations should be presented to Parliament together to enable the House to have a complete picture of the working of that body. This decision should not be taken to imply that laying of reports and accounts could be delayed to any length of time. The Committee recommend that the Annual Report together with audited accounts and audit report thereon should be laid on the table within 9 months of the close of the accounting year unless otherwise stipulated in the Act or Rules under which the organisation has been set up. To comply with this requirement proper time schedule should be laid down for compilation of Annual Report and Accounts and their auditing. The Committee feel that normally a period of 3 months would be sufficient for compilation of accounts and their submission to audit the next 6 months might be given for auditing of accounts; for printing of report and sending it to Government for laying............"

Reply of the Government

The Ministry of Human Resource Development notes the recommendations of the Committee in the preceding para for future compliance. It will make serious efforts to ensure that the Annual Report and Audited Accounts of the institute will always be laid together on the Tables of Parliament. All efforts will be made to adhere to the time frame suggested by the Committee and the progress of processing of Annual Reports and Audited Accounts, Institute's interaction with the auditors for finalisation of accounts and their timely printing etc. will be strictly monitored.

[Ministry of Human Resource Development (Department of Secondary and Higher Education) O.M. No. 1-14/2003-TS-VI, dated 23.1.2004]

Recommendation (Para No. 4.5 of Twelfth Report)

The Committee note that the Annual Report and Audited Accounts of Raja Rammohun Roy Library Foundation, Kolkata for the year 1997-98 were laid on the Table of the House on 4.5.2000 *i.e.* after a delay of about 16 months over and above the prescribed period of nine months after close of the accounting year. The Committee are concerned to note that the delay has been mainly caused by the administrative Ministry. After receipt of the documents from the Library on 28.12.1998, the then Ministry of Culture, Youth Affairs and Sports (Department of Culture) took about 16 months for preparing "Delay Statement" "Review" and getting authentication of these documents from their Minister.

Reply of the Government

The observation of the Committee with regard to delay of over 16 months taken by the administrative Ministry for getting the Annual Report authenticated and getting the same placed on the Table of the House on 4.5.2000 has been noted. The Department regrets this inordinate delay. However in this connection it may not be out of place to mention that there were certain factors beyond the control of the Department, which also contributed to this delay in that the Twelfth Lok Sabha was dissolved on 26.4.1999 after having been in existence for a period of just over one year and six months. The new Lok Saha was constituted in September, 1999.

[Ministry of Tourism & Culture (Department of Culture) O.M. No. 27-25/2003-Lib dated 19.12.2003]

Recommendation (Para No. 4.6 of Twelfth Report)

From the information furnished by the Ministry of Culture, Youth Affairs and Sports (Department of Culture) on the clarifications sought by the Committee, the Committee find that the action for appointment of auditors by the Foundation was taken on 29.6.1998 *i.e.* after about 3 months of the close of the accounting year. The Committee feel that the Foundation must have taken an advance action for appointment of auditors to avoid delay at this stage of preparation of the documents.

The Committee further regret to note that after finalisation of Audited Accounts by auditors on 5.8.1998 and Annual report by the Foundation on 30.9.1998, these documents were got approved in the AGM of the Foundation held on 9.11.1998 and thereafter translation and printing work of these documents was taken up which also consumed about one month. Further these documents were sent by the Foundation to the administrative Ministry on 28.12.1998 leaving a very little time for them to complete the formalities involved in laying of the documents on the Table of the House in winter Session of Parliament. The Committee also note that these documents for the subsequent years *i.e.* 1998-99, 1999-2000 and 2000-2001 have been laid on the Table on 17.5.2000, 30.8.2001 and 18.3.2002 *i.e.* after a delay of about 4$^1/_2$ months, 8 months and 2$^1/_2$ months respectively.

Reply of the Government

The Department agrees with the observations made by the Committee. These have been brought to the notice of the Raja Rammohun Roy Library Foundation, Kolkata. In this connection the Department submits that now that computers have been installed in the Foundation it would be easier to collect, retrieve and present the facts and figures needed by the auditors well in time. The time taken by the Department in placing the Annual Report of the Foundation in the subsequent years on the Table of the House was considerably less *i.e.* 4$^1/_2$ months delay for the 1998-99 report, 8 months delay for the 1999-2000 report, 2$^1/_2$ months delay for the 2000-01 report. The 2001-2002 report was laid on the Table of the two Houses on 24th and 25th February, 2003 *i.e.* a delay of less than 2 months. This trend is an overall improvement over the conditions in 1997-98 and shows the importance the Department attaches to timely submission of Papers on the Table of the House.

[Ministry of Tourism & Culture (Department of Culture) O.M. No. 27-25/2003-Lib dated 19.12.2003]

Recommendation (Para 4.7 of Twelfth Report)

In view of the above, the Committee recommend that the Raja Rammohun Roy Library Foundation, Kolkata in consultation with their administrative Ministry must draw up a schedule of time limits for completion of task at various stages *viz.* appointment of auditors, auditing of accounts by auditors, finalisation of Annual Report, approval of the documents from the competent authority and timely dispatch to the Ministry for laying. A senior officer each in the Ministry as well as at the RRLF must be entrusted with the job to oversee the progress made at each stage of finalisation of the documents to ensure timely completion of the task. With these steps, the Committee hope that the Annual Report and Audited Accounts of the Raja Rammohun Roy Library Foundation, Kolkata would be laid within the stipulated period of nine months after close of the accounting year in future. The Committee desire that a schedule of time limits so prepared be furnished to the Committee for their information.

Reply of the Government

The observation of the Committee have been noted for ensuring that the time period between the close of financial year and the finalisation of the Annual Report, its printing, forwarding to the Department, authentication and onwards transmission to the House Secretariat is reduced to the minimum. A fresh time schedule has since been prescribed which is as follows:—

Sl. No.	Activity	Time Schedule
1.	Date of submission of Annual Account to the Audit party.	20th May
2.	Date of Finalisation of Audit Report	20th July
3.	Date of Approval by Board	20th August
4.	Printing to be completed	30th November
5.	To be submitted to the Department of Culture	15th December

A copy of the instructions dated 21.6.2002 issued to RRRLF Kolkata and other autonomous bodies on the subject matter is enclosed Annexure. The organisation has confirmed that steps have been taken for strict adherence to the above time schedule. The Foundation have also confirmed that a senior officer has been entrusted with the job to oversee the progress made at each stage of finalisation of Annual Report. In the circumstances the Department will like to assure the Committee on Papers that such delay shall not be allowed to occur in future and that the system of monitoring the laying of papers on the Table of the House will, if considered necessary, be tightened further.

[Ministry of Tourism & Culture (Department of Culture) O.M. No. 27-25/2003-Lib dated 19.12.2003]

APPENDIX-II

(*vide* paragraph 4 of the Report)

STATEMENT SHOWING ACTION TAKEN BY GOVERNMENT ON THE RECOMMENDATIONS/OBSERVATIONS OF THE COMMITTEE ON PAPERS LAID ON THE TABLE MADE IN THEIR THIRTEENTH REPORT (13TH LOK SABHA)

Recommendation (Para 1.5 of Thirteenth Report)

The Committee note that the Annual Report and Audited Accounts of National Institute of Visually Handicapped, Dehradun for the year 1998-99 were laid on the Table of the House on 20.12.2000 i.e. after a delay of more than 11 months.

Reply of the Government

The matter of timely completion of the audit and issuing of audit certificate by the Accountant General, Uttaranchal is being pursued with the concerned officers.

[Ministry of Social Justice & Empowerment letter No. F. No. 13-7/2003-N 1.1 dated 17.10.2003]

Recommendation (Para No. 1.6 of Thirteenth Report)

From the "Delay Statement" laid alongwith Annual Report and Audited Accounts for the year 1998-99, the Committee note that the details relating to time taken at each stage of finalisation of these documents have not been furnished in chronological order as stipulated by the Committee in para 1.20 of their Tenth Report (Sixth Lok Sabha) presented to Lok Sabha on 23.11.1978. The Committee reiterate their said recommendation for guidance and compliance in future both by the Institute and the Ministry concerned:—

> ".........The Committee recommend that in the statement of reasons for delay Government should invariably indicate in chronological order the dates of finalisation of reports and accounts, their submissions to audit, issue of Inspection Reports, replies given on points raised in the reports and finally the receipt of the audit Report from the Audit authorities so that the House may identify the stage and extent of delay and suggest remedial measures therefor."

Reply of the Government

The recommendation of the Committee has been noted for compliance.

[Ministry of Social Justice & Empowerment letter No. F. No. 13-7/2003-N1.1 dated 17.10.2003]

Recommendation (Para No. 1.7 of Thirteenth Report)

From the information furnished by the Ministry of Social Justice and Empowerment, the Committee also note that the delay in laying Annual Reports and Audited Accounts of the National Institute of Visually Handicapped, Dehradun for th eyear 1998-99 was primarlily due to unduly long time of 11 months taken by the Institute in getting approval for these documents from their Executive Council translation & printing of the documents and thereafter sending these documents to the Ministry of Social Justice & Empowerment for laying them on the Table of the House. There appears to be no convincing reason for unduly long time taken in this regard. The Committee feel that if the Institute had been serious enough, the delay could have been avoided at these stages.

Reply of Government

The concerned functionaries of the Institute have been asked to initiate prompt action in order to avoid such delays.

[Ministry of Social Justice & Empowerment letter No. F. No. 13-7/2003-N1.1 dated 17.10.2003]

Recommendation (Para No. 1.8 of Thirteenth Report)

On the question of remedial measure taken or proposed to be taken, it has been stated that a schedule of various stages involved in preparation/printing & submission of the Annual Report has been prepared by the Institute. The Committee would like to know the details of the schedule so prepared and whether the schedule is being adhered to in letter and spirit and whether any changes are required to make it more realistic.

Reply of the Government

The following time schedule of the various stages involved with preparation of Annual Report and Audited Accounts has been prepared in consultation with the National Institute for the Visually Handicapped, Dehradun.

Stage 1

The financial year is from 1st April to 31st March next year. Generally, it takes three months time to close the Accounts and have these audited by Chartered Accountants. Simultaneously action to prepare the Annual Report is also initiated (Completion by June 30th)

Stage 2

Approval of accounts by the Executive Council and reference to the Principal Director of Audit. This takes a minimum of one month or at least 17 working days time.

Stage 3

Issue of an Audit Certificate from the date of completion of audit by 30th September (this is often delayed).

Stage 4

Placing the draft Annual Report and Audited Accounts before General Council and getting approval takes a month time-October.

Stage 5

Translation of the Annual Report into Hindi and printing-15 days.

Stage 6

Submission to the Ministry-November

Stage 7

Preparation of Review-November

Stage 8

Tabling Report after authentication-November/December.

Recommendation (Para 1.9 of Thirteenth Report)

The Committee regret to note that this was not the first time that there was delay in laying of the Annual Reports and Audited Accounts of the Institute. There had been delays in laying of the reports for the years 1995-96, 1996-97 and 1997-98 to the extent of 4 months, 5 months and 11½ months respectively. There have also been delay in laying of reports for the years 1999-2000 and 2000-2001 which was about 8 months and 2 months respectively. The Committee further understand that the annual Report and Audited accounts for the year 2001-2002 which were due for laying on the Table by 31.12.2002, have not so far been laid. The Committee are unhappy with the casual manner in which the finalisation of the documents and their laying on the Table is being done.

Reply of the Government

Efforts will be made to ensure that there is no delay in future.

[Ministry of Social Justice & Empowerment letter No. F.No. 13-7/2003-N1.1 dated 17.10.2003]

Recommendation (Para 1.10 of Thirteenth Report)

The Committee urge that responsibility should be fixed and appropriate action taken against officials who were instrumental/responsible for delay during the last three years at different stages of finalisation of these documents and laying of the same on the Table of the House and the Committee be apprised of the action taken.

Reply of the Government

It is quite difficult to pinpoint the responsibility on any individual functionary. Notwithstanding this, all concerned functionaries have been asked to be careful in handling such important matters.

Recommendation (Para 1.11 of Thirteenth Report)

The Committee recommend that senior officers in the National Institute for the Visually Handicapped, Dehradun should be entrusted with the job to oversee the progress made at each stage of finalisation of the documents so that these could be laid on the Table of the House within nine months of the close of the accounting year in future.

Reply of the Government

The recommendation of the Committee has been noted for compliance.

[Ministry of Social Justice & Empowerment letter No. F.No. 13-7/2003-N1. 1 dated 17.10.2003]

Recommendation (Para No. 2.8 of Thirteenth Report)

The Committee note that there has been delay ranging from 2 months to 12 months in laying the Annual Reports and Audited Accounts of the Institute for Physically Handicapped, New Delhi for the years 1995-96 to 2001-2002. The Ministry of Social Justice and Empowerment have expressed regret for the delay. The Committee note that the main reasons contributed towards delay for the years 1995-96 to 2001-2002 were (i) undue time taken by auditors in auditing of accounts, issue of final audit report/certificate by DGACR; (ii) delay at the stage of translation & printing of the documents; and (iii) laying of the documents by the Ministry, after receipt from the Institute. Thus, the delay occurred partly at the level of auditing of accounts and partly at the level of the Institute and the Ministry.

Reply of the Government

To ensure speedy compilation of accounts, computerisation is being done. The National Institutes have been advised to plan their activities in a manner that ensures that Annual Report and Accounts can be Tabled in the winter session of Parliament. every year.

[Ministry of Social Justice & Empowerment letter No. F.No. 14-7/2003-N1. 1 dated 17.10.2003]

Recommendation (Para No. 2.9 of Thirteenth Report)

The Committee also note with displeasure that the requirement of laying a statement within 30 days of expiry of the prescribed period explaining the reasons why the report and accounts could not be laid within the stipulated period has not been adhered to by the Ministry. The persistent delay in laying the documents deprives the Members of Parliament and opportunity to scrutinize the accounts and performance of the Institute while considering the budgetary demands in the House. The Committee are of the opinion that these reports lose their relevance, if not laid in time.

Reply of the Government

Efforts will be made to ensure that there is no delay in future but if for unforeseen reasons the Report and Accounts cannot be finalized in time, a delay statement will be laid.

[Ministry of Social Justice & Empowerment letter No. F.No. 14-7/2003-N1. 1 dated 17.10.2003]

Recommendation (Para 2.10 of Thirteenth Report)

The Committee note with satisfaction that a time schedule has been formulated indicating target dates for completion of each stage involved in preparation of Annual Reports and Audited Accounts. The Committee urge that the time schedule should be strictly adhered to and the Ministry should ensure that the documents are laid within the stipulated period in future.

Reply of the Government

The recommendation of the Committee has been noted for compliance.

[Ministry of Social Justice & Empowerment letter No. F.No. 14-7/2003-N1. 1
dated 17.10.2003]

Recommendation (Para No. 3.6 of Thirteenth Report)

The Committee note that there has been delay ranging from 2 months to 11 months in laying the Annual Reports and Audited Accounts of the National Institute of Rehabilitation Training & Research, Cuttack for the years 1995-96 to 2000-2001. The representative of the Ministry of Social Justice and Empowerment regretted the delay. The Committee note that the main reasons which contributed to the delay as put forth by the Ministry in their written reply are (i) undue time taken by auditors in auditing the accounts, issue of audit report/Certificate by DGACR; (ii) delay in translation & printing of the documents; (iii) delay in laying the documents by the Ministry.

Reply of the Government

The matter of timely completion of the audit and issuing of audit certificate by the Accountant General, Orissa is being pursued with the concerned officers.

[Ministry of Social Justice & Empowerment letter No. F.No. 14-7/2003-N1. 1
dated 17.10.2003]

Recommendation (Para No. 3.7 of Thirteenth Report)

The Committee are unhappy to note that the requirement of laying of 'delay statement' within 30 days of expiry of the prescribed period as recommended in para 3.5 of their First Report (Fifth Lok Sabha) of the Committee on Papers Laid on the Table has not been adhered to and the Members of Parliament have been deprived of timely information. This should be compiled with in future.

Reply of the Government

The recommendation of the Committee has been noted for compliance.

[Ministry of Social Justice & Empowerment letter No. F.No. 14-7/2003-N1. 1
dated 17.10.2003]

Recommendation (Para 3.8 of Thirteenth Report)

The delay statement laid alongwith Annual Reports and Audited Accounts has not given the reasons for delay but simply state that the documents could not be laid in Parliament on accounts of delay in preparations of the Annual Report by the Institute. It was only when clarifications were sought in this regard, the Ministry furnished the reasons for delay. The Committee reiterate that in the 'statement of reasons for delay' the Government should invariably indicate the detailed reasons for delay alongwith chronological dates of finalisation of reports and accounts, their submission to audit. issue of inspection reports, replies given on the points raised in the reports and finally the receipt of the audit report/certificate from the audit authorities. translation and printing of the documents etc. so that the extent of delay at each stage and the reasons therefor may be identified and remedial measures suggested.

Reply of the Government

The recommendation of the Committee has been noted for future compliance.

[Ministry of Social Justice & Empowerment letter F.No. 14-7/2003-N1. 1
dated 17.10.2003]

Recommendation (Para 3.9 of Thirteenth Report)

In order to ensure timely laying of documents in the House, the Committee suggest that a time schedule indicating time limits for each stage involved in preparation, approval and laying of the Annual Report and Audited accounts of the Institute should be prepared by the Ministry and communicated to the Institute for strict adherence. The Committee would like to be apprised of the action taken in this regard.

Reply of the Government

A time schedule of the various stages involved with the preparation of Annual Report and Audited Accounts has been prepared in consultation with the National Institute of Rehabilitation Training and Research, Cuttack.

[Ministry of Social Justice & Empowerment letter No. F.No. 14-7/2003-N1. 1
dated 17.10.2003]

Recommendations (Para Nos. 4.6 to 4.8)

The Committee are distressed to note that the Annual Report and Audited Accounts of Indian Council of Historical Research (ICHR), New Delhi have not been laid in time for any of the years during the period from 1996-97 to 2001-2002 which has been examined by the Committee. There has been delay ranging from 11 to 20 months in respect of year. The Committee went into the dela;y statement particularly for the year 1999-2000 and found that there had been delay in appointment of auditors, in commencement of audit and in adoption of report by the Council. The Committee regret to note that the Ministry of Human Resource Development (Department of Secondary Education and Higher Education) Which is responsible for laying the documents in the House took as long as over four months for preparing "Review" and "Delay Statement" and laying the documents. The documents for the year 2001-2002 which were required to be laid on the Table of the House by 31.12.2002 were not laid until the matter was considered by the Committee on 8 April, 2003. The Committee feel neither the Council nor the Ministry appears to have made serious efforts to ensure timely finalisation and laying of the documents. The question of delay seems to have been taken as 'routine' and of no consequence.

The Committee note that during the year 1999-2000 and 2000-2001, the Institute has been granted a total sum of above Rs. 3.20 crore and 4.25 crore on account of grants in aid by the Department of Education, Ministry of Human Resource Development. The Committee wish to point out that the Annual Report and Audited Accounts of an organisation are laid before Parliament as a measure of ensuring accountability and to enable scrutiny by the House at the time of Demands for Grants pertaining to the organisation/Ministry. The Committee feel that any delay in laying the documents not only dilute accountability but also deprives Parliament of an informed debate during budgetary discussion. The documents also lose their relevance to a great extent when laid after the stipulated time. The Committee, therefore, stress that the Ministry should ensure by periodical monitoring that the Annual Report and Audited Accounts of ICHR are laid within the stipulated time.

The Committee also urge that the Ministry should ensure that ICHR formulates a time schedule fixing target dates for completion of various stages involved in preparation of Annual Report and Audited Accounts *viz*. Appointment of auditors wherever necessary, completion of audit, issue of audit certificate, adoption of Annual Report, completion of translation & printing and despatch of papers to the Ministry. There should also be a given time frame within the Ministry to ensure processing of the papers and laying them in Parliament. The Committee desire that a copy of the time schedule so prepared for ICHR as well as for Ministry be made available to the Committee for their information.

Reply of the Government

In compliance with the direction of the Committee on Papers Laid on the Table of the House, following time schedule has been prepared and communicated to ICHR for strict compliance.

(i) Finalisation of accounts by 31st May.

(ii) Completion of the audit of the accounts by C&AG by 31st July finalisation of Annual Report of the Institute including Hindi version by 31st July.

(iii) Approval of the Audited Accounts by the Finance Committee/Governing Body of the Council by 30th September.

(iv) Forwarding the requisite number of printed copies of the Annual Reports and Audited Accounts to the Ministry of Human Resource Development by 31st October.

(v) Forwarding the copies duly authenticated by Hon'ble Minsiter to Lok Sabha/ Rajay Sabha Secretariat 30th November.

This schedule was communicated to ICHR on July, 2002 and has been reiterated again.

[Ministry of Human Resource Development (Department of Secondary and Higher Education) O.M.No. 30/14/2000 U.3 dated 28.1.2004]

Recommendation (Para 5.6 of Thirteenth Report)

Indian Institute of Advanced Study, Shimla is another case under the Ministry of Human Resource Development (Department of Secondary Educaiton and Higher Secondary Education) which has recorded persistent delay in the laying the Annual Report and Audited Accounts in Parliament. The delay ranges from 11 to 15 months in respect of each year commencing from 1996-97. The Annual Report and Audited Accounts for the eyar 2001-2002 which were to be laid by 31.12.2002 have not been laid until the matter was considered by the Committee on 8 April, 2003. The Committee examined the delay statement of the Ministry pertaining to the year 1998-99. The Annual Report and Audited accounts for this year were laid nearly 15 months after the stipulated date. The Committee note that inordinate time has been taken by the Institute at various stages of finalisationof the Annual Report and Audited Accounts. There appears to be no valid reason for delay except lack of seriousness.

Reply of the Government

The Annual Report and Audited Accounts of the Institute for the years 1996-97 to 2001-2002 could not be sent to the Minsitry in time as the Annual Report and the Audited Accounts of the Institute are requred to be approved by the Governing Body/ Society of the Institute. The Annual General Meetings of the IIAS, Society were held on the following dates for the years 1996-97 to 2001-2002:—

(i)	1996-97	12.2.1998
(ii)	1997-98	20.2.1999
(iii)	1998-99	8.3.2000
(iv)	1999-2000	26.3.2001
(v)	2000-2001	21.7.2002
(vi)	2001-2002	28.3.2003

After approval of the same by the Governing Body/Society. Hindi translation of the same is got done. Thereafter, it is printed in bilingual (English/Hindi) and sent to the Government of India, Ministry of Human Resource Development for placing it before both the Houses of Parliament. This whole process could not be completed early due to delay in issue of Audit Certificate by the office of the Accountant General. Himachal Pradesh, Shimla, approving Annual Report and Audit Report by the Society.Governing body, translation and printing of the Annual Reports etc. On receipt of Annual Reports and Audited Accounts from the Institute a review of the Annual Report on the working of the Institute and a statement explaining the reasons for delay is prepared in the Ministry and the documents are submitted for authentication by the Hon'ble Minister. Thereafter requisite number of copies are sent to the Lok Sabha Secretariat for laying in the Parliament.

To get over the problem of approving the Annual Report and Audit Report by the Society/Governing body due to their non-existence, an amendment has been made in the Rules and Regulations of the IIAS, Society that the Society/Governing Body on completion of its three years term will continue to function pending reconstitutions of new Society/Governing Body by the Government of India.

[Ministry of Human Resource Development (Department of Secondary & Higher Education) O.M. No. 6-18/2000-U.3 dated 3.12.2003]

Recommendation (Para 5.7 of Thirteenth Report)

The recommendations made by the Committee in connection with the delay in laying of documents relating to Indian Council of Historical Research (ICHR) are equally applicable in this case. The Committee desire the Ministry of Human Resource Development (Department of Secondary Education and Higher Education) to take action in this as recommended by the Committee in the case of ICHR and the Committee be apprised of the action taken in the matter.

Reply of the Government

The Ministry on completion of the financial year immediately writes to the Institute to sent the requisite number of copies of the Annual Report and Audited Accounts of the Institute to the Ministry. eminders are also issued to the institute at regular intervals. The Ministry has issued instructions to the Institutes to complete all the works relating to Annual Report and Audited Accounts of the Institute in a time bound manner with the time schedule as indicated below:

(i) Finalisation of accounts by 13st May;

(ii) Completion of the audit of the accounts by AGHP by 31st July;

(iii) Finalisation of Annual Report of the Institute including Hindi version by 31st July;

(iv) Approval of the Audited Accounts by the Finance Committee Governing Body and Society of the Institute by 30th September;

(v) Forwarding the requisite number of printed copies of the Annual Report and Audited Accounts to the Ministry of Human Resource Development by 31st October;

(vi) Forwarding the copies duly authenticated by Hon'ble Minister to Lok Sabha/ Rajya Sabha Secretariat by 30th Novermber;

The Institute has been asked to adhere to above mentioned time schedule.

[Ministry of Human Resource Development (Department of Secondary and Higher Education) O.M. No. 6-18/2000-U.3 dated 3.12.2003]

ANNEXURE
(*Vide* reply to Para 4.7 of Twelfth Report)

No. F.26-19/2001-Lib
Government of India
Ministry of Tourism and Culture
(Department of Culture)

New Delhi, the 21st June, 2002

To

Director
Raja Rammohan Roy
Library Foundation
Block DD-34, Sector I
Salt Lake, Calcutta-700064

Subject : Preparation of Annual Report (2001-2002)

Sir,

I am directed to say that this Department has since decided that the following time schedule shall be adopted by your organiation in connection with printing of the Annual Report for the year 2001-2002.

Sl. No.	Activity	Time Schedule
1.	Date of submission of Annual Accounts to the Audit Party	20th May
2.	Date of finalisation of Audit Report	20th July
3.	Date of Approval by Board	20th August
4.	Printing to be completed	30th November
5.	To be submitted to the Department of Culture	15th December

Since the above time schedule has been intimated to Lok Sabha Secretariat you are, therefore, requested take every possible step to ensure that the above gtime schedule is adhered to without fail. In case you visualise any problem the same may be intimated to this Department urgently.

Yours faithfully,

Sd/-

(Sudesh Kumar)
Under Secretary to the Govt. of India

MGIPMRND—5730LS—13-03-2006.